



## Council Agenda Item

Meeting Date: February 3, 2026

Agenda Item: Ordinance 2026-O-05-Permit Expiration

Staff Contact (name, email, phone): Llana Dostie, Zoning Specialist

### BACKGROUND

(Enter the who, what when, where, why)

Following a review of the municipal code, staff identified an absence of permit expiration timeframes, other than those related to state statute for new construction and commercial projects. Accordingly, we request the creation and adoption of a permit expiration ordinance. Permit expirations for projects involving fencing, siding, decking, and accessory structures would no longer remain active for a two-year period, thereby preventing such projects from remaining incomplete for extended durations. Additionally, reducing the permit expiration period for commercial additions and alterations valued under \$500,000 from two years to one year will help ensure timely completion and discourage projects from lingering in a partially completed state.

### PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

On January 12, 2026, a Public Hearing was held at the PARC meeting and PARC voted to recommend approval of the Proposed Ordinance for Permit Expiration to the Whitewater Common Council.

### FINANCIAL IMPACT

(If none, state N/A)

N/A

### STAFF RECOMMENDATION

Staff recommends that the City of Whitewater Common Council:

1. Approve the first reading of the Permit Expiration Ordinance.
2. Option to waive second reading.

### ATTACHMENT(S) INCLUDED

(If none, state N/A)

Permit Expiration Ordinance